



Skills & Solutions: IPEDS Reporting

August 21, 2026

Rapid Insight

Meet Your Presenter



Lily Brennan

*Strategic Leader,
Data and Analytics*

How to Access Rapid Insight

Edify partners can access Rapid Insight complimentary by **indicating so in our closing poll question today or reaching out to your Strategic Leader.**

- 1 IPEDS Fixed Width Files in Construct
- 2 Live Demonstration
- 3 Discussion & Questions

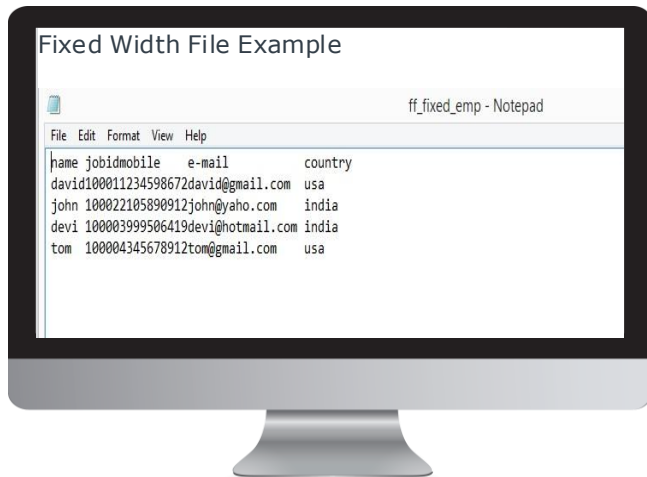
Data Entry

- ▶ Manual and time consuming
- ▶ Error prone

File Upload/Import

- ▶ Greater efficiency and time savings
- ▶ Less prone to human error

What Is a Fixed Width File?



A text file that is arranged so that each column has a specified width.

- ✓ No delimiters used to separate fields
- ✓ The width of each column is known
- ✓ The position where each column begins and ends is known
- ✓ A schema is used to create the file

What Is a Schema File?

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IPEDS 2026-27 Import Specifications: 12-month Enrollment for July 1, 2024 - June 30, 2025
Applies to: 4-year degree-granting institutions

File type: Fixed Length/Positional (*.txt)

Field ID (Key)	Column	Length	Data type	Description
Unduplicated Count				
UNITID	1	6	N	UNITID
SURVSECT	7	3	AN	Survey Section
PART	10	1	AN	Part of survey section
LINE	11	2	AN	Student level
FILLER	13	7	AN	Filler
FYRACE01	20	6	N	U.S. Nonresident - Male (1)
FYRACE02	26	6	N	U.S. Nonresident - Female (2)
FYRACE25	32	6	N	Hispanic/Latino - Male (25)
FYRACE26	38	6	N	Hispanic/Latino - Female (26)
FYRACE27	44	6	N	American Indian or Alaska Native - Male (27)
FYRACE28	50	6	N	American Indian or Alaska Native - Female (28)
FYRACE29	56	6	N	Asian - Male (29)
FYRACE30	62	6	N	Asian - Female (30)
FYRACE31	68	6	N	Black or African American - Male (31)
FYRACE32	74	6	N	Black or African American - Female (32)
FYRACE33	80	6	N	Native Hawaiian or Other Pacific Islander - Male (33)

A schema describes the structure of a data file.

Requirements for a schema file:

- Column title
- Column starting position
- Length of field in number of characters
- Data type of field



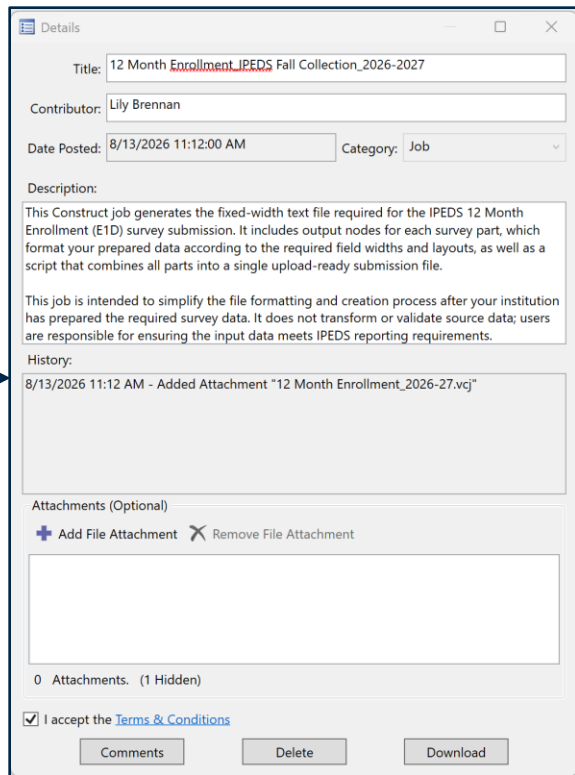
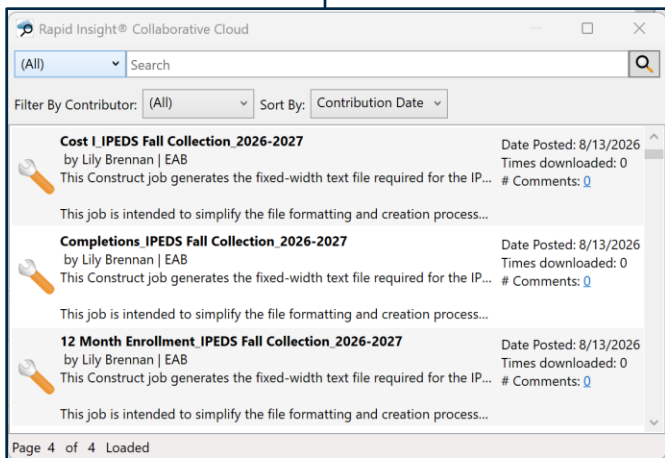
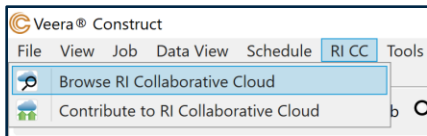
New this year:

Updated schema files are pre-applied to Construct Output Nodes!

Rapid Insight Collaborative Cloud



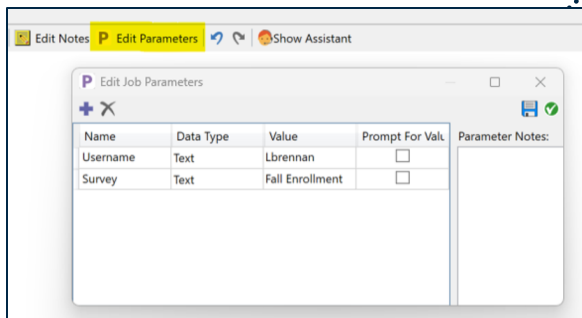
Download 12 Month Enrollment to Follow Along



Using the Pre-Configured IPEDS Output Nodes



Before using the IPEDS Outputs, make sure you:



1. Create a folder on your **Desktop** with the **Survey Name**.



2. Edit the **Parameters** to reflect your Windows **Username** and the **Survey** you are working on.

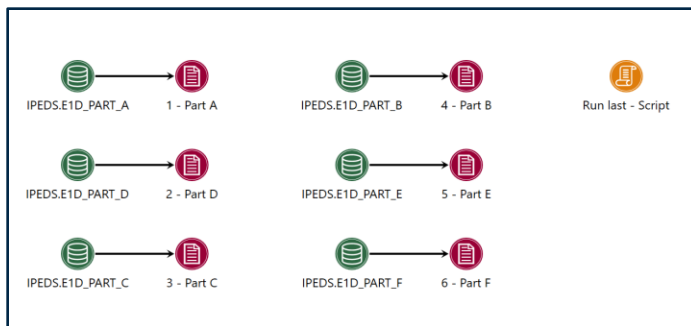
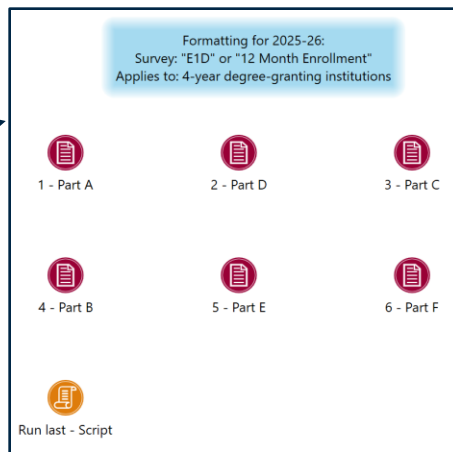


3. If you are working in a separate job, create a **Username** and **Survey** parameter with your Windows Username and the Survey you are working on.

Using the Pre-Configured IPEDS Output Nodes



1. Prepare the data for each survey part.
2. Each survey part has its own Output node configured with the required fixed-width schema.
3. For each prepared dataset:
 - Connect or copy the corresponding Output node to the end of your workflow.
 - **Verify that it is connected to the correct survey part.**
 - Run the Output node. The files will be saved in the survey folder on your Desktop.
4. After all survey part files have been generated, run the Script node to append all parts into a **single, upload-ready .txt file**.





Demo

Creating Fixed Width Files in Construct

SECTION

2



Q&A

+ Next Steps

SECTION

3



**What questions do you have?
(About IPEDS, Construct, or anything else!)**

Next Steps



1. Meet with your Strategic Leader to discuss getting started with Rapid Insight.
2. Schedule a time to meet with Lily for support as needed.
3. Want to dive deeper? Check out the recording from the first session of our Institutional Reporting Series focused on **IPEDS reporting**.

Help Center Resources:

- [Using Rapid Insight to Generate IPEDS Submission Files](#)
- [Simplify IPEDS Reporting with Rapid Insight + Edify](#)

Institutional Reporting Series



Lily Brennan

8 months ago · Updated

About: The Institutional Reporting Series is a three-part webinar series that is designed to provide users with practical guidance on saving time while completing annual and ad hoc reporting. Sessions are not sequential, so watch one or watch them all!

Session 1: IPEDS Reporting

In this session, we'll delve into three key areas that are essential for any Rapid Insight user responsible for annual IPEDS reporting: fixed width formatting, transposing data, and creating flags for key demographics.

This session will simplify the process of creating fixed width files to upload your data for IPEDS reporting. You'll find that once you've built a job creating fixed width files, it is easy to modify or change it for future reporting needs. We will share templated guidance for you to explore and use at your institution after the session. Attendees will also learn how to transpose data to align with desired output, and how to create flags for key demographics.

Whether you're a seasoned Rapid Insight user or just starting out, this roundtable will equip you with the techniques and strategies needed to streamline your IPEDS reporting process.

Watch the Recording



Session Evaluation



We Value Your Feedback

Please take a moment to
complete our Zoom poll
before you go.

Thank you!





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